

Saxmundham Town Council



**Members of the Resources Committee are summoned to attend a meeting on
on Tuesday 30th May 2023 at 12:00 noon at The Town House, Saxmundham**

AGENDA

1) Apologies for Absence

To receive and approve apologies for absence.

2) Declaration of Interests

Councillors to declare any pecuniary or non-pecuniary interests and consider any requests for dispensation.

3) Open Forum:

Members of the public may give their views on issues on this agenda or raise issues for future consideration.

4) Minutes

- a) To resolve that the minutes of meetings held on 25th April and 9th May 2023 are true and accurate records.

5) Town Council

- a) To approve the payments and note the receipts for May 2023.
- b) To note the bank balances and to approve the bank reconciliation as of 30th April 2023.
- c) To note the Trial Balance and the Budget versus Actual Income/Expenditure Reports as of 25th May 2023.
- d) To review the decision to increase the Fidelity Guarantee insurance cover.
- e) To agree to underwrite all, or part, of the proposed PWLB loan repayments of £2,846.76 per annum if the Gannon Institute Trustees are minded to approve the application.

6) Market Hall

- a) To approve the payments and note the receipts for May 2023.
- b) To note the bank balances and to approve the bank reconciliation as of 30th April 2023.
- c) To note the Trial Balance and the Budget versus Actual Income/Expenditure Reports as of 25th May 2023.
- d) To receive any recommendations regarding financial matters from the Management Committee.

7) Gannon Rooms

- a) To approve the payments and note the receipts for May 2023.
- b) To note the bank balances and to approve the bank reconciliations as of 30th April 2023.
- c) To note the Trial Balance and the Income and Expenditure Report as of 25th May 2023.
- d) To receive any recommendations regarding financial matters from the Management Committee.

8) Small Grants

To consider an application for a grant from Leiston Football Club.

9) Reports for Consideration

- a) To receive an update on the transfer of land adjacent to 32 High Street.
- b) To consider a report from the TC regarding expenditure on matters identified by the ROSPA report.
- c) To consider a report from the Town Clerk regarding the renewal of the Scout Hut lease.
- d) To consider a report from the RFO regarding a Purchase Order Processing system.
- e) To consider a report from the RFO regarding the Memorial Field irrigation system.
- f) To consider a report from the ATC regarding a Disclosure and Barring Service Policy.

10) Confidential Matters

- a) To consider a motion to exclude the public under the Public Bodies (admission to meetings) Act 1960.
- b) To receive a progress report on staffing matters.

Sharon Smith

Responsible Financial Officer

25th May 2023